REPORT TO THE LIBRARY BOARD

April 23, 2026

SUBJECT:	**Wolf Performance Hall – Crush Space Enhancements**
PURPOSE:	For Approval
PREPARED BY:	Lakshay Gaur - Director, Financial and Facility Services
PRESENTED BY:	Lakshay Gaur - Director, Financial and Facility Services

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RECOMMENDATION

That the Library Board approve a contract with Bronnenco Construction Ltd for the construction of glass walls and doors in the Wolf Performance Hall (WPH) Crush Space and the Stevenson and Hunt Meeting Room. The total amount being recommended is $305,160 + HST, which includes a contingency allocation in anticipation of change orders.

BACKGROUND

The WPH Crush Space, located immediately outside the entrance to Wolf Performance Hall, serves as a congregation area for patrons before and after events. As part of the current enhancement project, folding glass doors are being installed at two key locations: at the entrance from the passageway and along the exterior wall of the adjoining Stevenson & Hunt Meeting Room, directly opposite the WPH entrance.

These improvements will strengthen the functional connection between Wolf Performance Hall and the Stevenson & Hunt Meeting Room, allowing the spaces to operate more cohesively. The passageway doors will enable the crush space to be enclosed for private functions, while the addition of a glass wall between the crush space and the meeting room will allow the two areas to be opened together when required.

This expanded configuration will increase the effective size of the crush space for receptions and intermissions, allowing it to better accommodate attendance levels and more closely align with the seating capacity of Wolf Performance Hall. Overall, the upgrade will improve circulation, flexibility, and the patron experience.

A rendering of the upgrades to the space are included in the Board Meeting package.

PROCUREMENT

The Library's *Procurement of Goods and Services Policy* states:

13.2 Awards under the RFT process require the following approval:
a. The Library Board must approve award of tenders exceeding $130,000;

The RFT was posted online to Bids & Tenders and a mandatory site visit was conducted on Wednesday, March 18, 2026. Six contractors bid for the work.

COST

The contract cost (excluding HST) is for **$254,300**
The contingency cost (excluding HST) is **$50,860**

FUNDING

The contract is supported by a combination of funding sources:

Wolf Family Foundation donation specifically for this project	$50,000
2023 targeted fundraising campaign aimed at WPH Users	$30,000
Trust fund dedicated to upgrades to the Stevenson & Hunt Meeting Room	$46,000
Library's Capital Lifecycle Budget	$128,300
TOTAL	**$254,300**

Any contingency would be paid through the Library's Capital Lifecycle Budget.

NEXT STEPS

Pending Board approval, we will move forward with the renovations ASAP.